

**HUMAN RESOURCES POLICY**  
**Fauquier County, Virginia**

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**Policy Title: Smoking/Smoke-free Work Environment**  
**Section No.: 29**

**Effective Date: 10/15/01**  
**Supersedes Policy: 2/15/94**

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**I. PURPOSE**

It is the objective of the Board of Supervisors to provide citizens and employees with a safe, healthy, productive and smoke-free environment in which to work and transact business.

**II. SCOPE**

This policy applies to all employees and volunteers.

**III. PROCEDURES**

- A. Smoking shall only be permitted in designated smoking areas.
- B. Smoking is prohibited in all County vehicles that are a part of the County Motor Pool.
- C. Smoking is prohibited in County vehicles that are not a part of the Motor Pool when more than one person occupies such vehicles, unless all parties agree to allow smoking.
- D. Smoking may be allowed in County vehicles that are not shared by other employees (i.e., County vehicles assigned to individual Sheriff Deputies, etc.).
- E. Failure to comply with this policy may result in disciplinary action.